

[Organization's Letterhead]

SAMPLE LETTER OF INTENT

Date:

Aissatou Barry-Fall
Chief Executive Officer
Lower East Side People's Federal Credit Union (LES People's FCU)
37 Avenue B
New York, NY 10009

Dear Aissatou,

This letter is to express [your organization's name] intent to become a membership organization (SEG) of LES People's FCU.

[Your organization's name] anticipates a potential LES People's membership of #____ [state if these are employees, members, and/or volunteers of organization, less than 2,999] per year.

[Your organization's name] is located [_____] miles from the LES People's FCU.

[Brief description of your organization]

Along with this letter of intent, I am also enclosing the by-laws of our organization for your records. Should you have any questions or need additional information, please contact [organization's contact person].

Thank you for your time.

Sincerely,

[organization's contact person name]
[organization's contact person signature]